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Release 2001/07/12

RDP80-01826R000300140033-2

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Current Interest Items

RECOMMENDED FOR  
CLASSIFICATION  
DECLASSIFIED  
CLASSIFICATION  
NEXT REVIEW DATE  
AUTHORITY  
DATE 10/02/88 REVIEWED

1. On-Duty Strength as of 30 June 1964

As a result of the special effort made during June, on-duty strength was at [redacted] as of 30 June. (This figure is based on a preliminary count and may require adjustment for actions, such as resignations in absentia, still in process.)

2. Annual Conference of University Associates

Responses from the Associates have indicated that Monday and Tuesday, 2 and 3 November, are their preferred dates for the 1964 Conference and we are proceeding with our plans accordingly.

3. Early Retirement Regulation

We have received and are studying OGC's comments. In general, these deal with technical problems of delegation of authority and considerations based on the external reviews which will be required before approval of our regulation. At this point, it appears that the revised regulation will fall far short of providing the required policy and procedural guidance and that such guidance will necessarily be stated in some other form. We are in essential agreement with the principles stated by OGC which limit the usefulness of an externally acceptable regulation as a document governing internal administration of the program.

DDP comments have not been received but are expected shortly since we understand that consultations with [redacted] have been completed.

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4. Screening of Management Intern Files for JOT Candidates

The Management Intern Program conducted by the Civil Service Commission is identifying a substantial number of well-qualified young men interested in government service. However, the limited number of opportunities for their appointment leaves a large number of pre-screened candidates for other consideration. (Of 17,330 who took the written test in October - November 1963, 1,955 passed; of these, 1,440 took the oral examination; 665 failed, 495 were considered qualified, and 280 were classified in a "B" group -- not quite meeting the Management Intern criteria but showing above average potential for development in management type positions.

The Chief, PRD advises that the "A" group -- those selected as Interns -- is given excessive red carpet treatment as candidates which later interferes with their effectiveness in a work situation and that, as a consequence, many agencies prefer to look to the "B" group as a recruitment source. PRD is exploring with the Commission arrangements to make the files on the "B" group register available for our review now; those left on the "A" group register after nine months (the "life" of the register) will be made available at that time.

5. PRA Promotion of Clerical/Secretarial Personnel

Several recommendations have been received recently for the promotion of clerical/secretarial personnel on a personal rank assignment basis. We are preparing proposed policy standards to govern such promotions for consideration of the Personnel Advisory Board.

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6. Request for Detail of Recruiters to AID

The Civil Service Commission called us on 30 June regarding a request made to CSC by AID for obtaining 12 recruitment officers for 60-day, reimbursable detail to AID. It was indicated that AID will attempt an intensive recruitment effort using teams of AID professional personnel and recruitment officers. In view of the heavy commitments of our own recruitment staff for the same general time period, however, we advised the CSC that we could not make a recruiter available for this detail.

7. Fiscal Year 1965 DD/S JOT's

The 13 July class has 9 DD/S trainees enrolled which includes 2 internal candidates, 1 military returnee, and 1 special. There are new recruits scheduled for the October class and 3 tentative selections.

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Emmett D. Echols  
Director of Personnel

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